

EE-5-2123

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PSYCHOLOGICAL AND PSYCHIATRIC PROGRAMS

- PRINCIPLES -

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A. Responsibilities:

1. The Medical Office, through its Psychiatric Program, is responsible for rendering or arranging for all psychiatric services to meet Agency needs. (It is recognized that psychiatrists directly concerned with the prosecution of the Psychiatric Program will, in the application of psychological techniques, need the assistance of psychologists who are employed in and by the Medical Office.)

2. The Director of Training is responsible for operating, in coordination with appropriate Agency officials, a Psychological Testing and Evaluation Service which, through the application of psychological techniques, is designed to determine the suitability of individuals for specific assignments. Any case detected by the Psychological Testing and Evaluation Staff as being desirable of having a psychiatric evaluation will be referred to the Medical Office for appropriate action. ("Assessment", if it must be used, connotes the total evaluations of an individual which must necessarily include a psychiatric evaluation by the Medical Office. "Psychological Assessment" is a misnomer and should not be used.)

B. Scope:

The Medical Office

1. Screens all applicants and conducts such psychiatric examinations and evaluations as it deems appropriate to insure general emotional suitability for Agency employment;

2. Examines and evaluates other employees as appropriate either on its own initiative, because of referral from the Psychological Testing and Evaluation Staff, or at the request of an appropriate supervisor or the employee. (This would be mandatory for all employees being considered for extremely sensitive positions or overseas posts.)

The Office of Training

1. In cooperation with other appropriate offices tests and evaluates appropriate applicants who have been approved for general emotional suitability by the Medical Office and whose proposed assignments are susceptible to a determination of specific suitability through the application of psychological techniques;

2. Tests and evaluates other employees as appropriate and upon request where the suitability for specific assignments is susceptible to determination through the application of psychological techniques. (This would be mandatory for all employees being considered for especially sensitive assignments or overseas posts—subsequent to a psychiatric evaluation would also be mandatory.)

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